

**Department of Health and Human Services
Procurement Reform Road Show
Agenda**

1. Synopsis of the Procurement Reform Symposium
 - a. Commissioner Mayhew's Support
 - b. Reform Drivers
2. Introduction to Contracts
3. Contract Initiation Checklist
 - a. Reason for Contracting
 - b. Define the Scope
 - c. Accountability Template

BREAK

4. RFP (Request for Proposal) Checklist
 - a. RFI (Request for Information)
 - b. RFP
 - c. Reasons for Sole Source
5. Contract Checklist
6. Creating a Legal and Defensible Rider A
7. Available Help and Next Steps
8. Questions and Answers

Objectives:

- Reviewing Procurement Reform Initiatives
- Drafting the Accountability Template
- Crafting a Robust Rider A
- Discussing "What's Changed"